

CURATOR OF EDUCATION

Class Definition

Under general supervision, plans, develops, and presents a comprehensive zoo education program.

Distinguishing Characteristics

The Curator of Education is a specialized class assigned to the City Zoo. Reporting to the Assistant Zoo Manager, the incumbent of this single-position class establishes and implements programs and procedures necessary for the operation of the zoo mobile, docent training, guided tours, and teaching of wildlife conservation classes. This class is distinguished from the higher level of Assistant Zoo Manager in that the latter is responsible for long range planning and day-to-day administration and operations of the zoo. Curator of Education is distinguished from Zoo Supervisor in that the latter is a first-line supervisory class in which the incumbent plans, schedules, trains, and supervises employees engaged in the care of zoo animals and the maintenance of exhibits, grounds, and buildings. Curator of Education is distinguished from the class of Curator of Reptiles in that the incumbent of the latter performs professional work related to reptiles and amphibians.

Typical Tasks

(The incumbent may not be assigned all duties listed, nor do the examples cover all duties which may be assigned.)

Plans and implements zoomobile presentations; trains appropriate animals; transports and handles small animals; and makes presentations to classes.

Plans curriculum; develops and distributes materials; gives lectures; and arranges for guest lectures for docent training classes.

Plans, coordinates, and provides lead supervision to permanent staff and volunteers assigned to the zoo education program; oversees maintenance of the education building.

Acts as the official liaison with officers of the Zoo Society Education Auxiliary (Zoolynx),

Maintains an updated library of references by purchasing new books and keeping an inventory of volumes on hand.

Plans summer workshop curriculum; evaluates and revises the program as needed; and oversees teachers.

Prepares brochures and newsletters for public distribution.

Trains and evaluates volunteer teachers and zoomobile assistants.

Corresponds with other zoo educations; attends meetings; and keeps current with the state of the art in education.

Performs related duties as required.

Knowledge, Abilities, and Skills

Knowledge of wild animal behavior and adaptations.

Ability to develop courses for docent training and wildlife workshops for children and adults.

Knowledge of conservation programs, endangered species, legislation, and current status of wildlife habitat.

Knowledge of reference materials, teaching aids, and current literature.

Ability to work effectively with volunteers, Zoo Society Committees, the public, and the news media.

Ability to handle wild animals, transport animals safely, and communicate with students.

Minimum Qualifications

Graduation from an accredited college or university with a Bachelor's Degree in Education, Zoology, Biology, Wildlife Management, or closely related field; and one (1) year of paid teaching experience in an AAZPA accredited Zoo. Additional qualifying experience may be substituted for the required education on a year-for-year basis.

Necessary Special Requirements

Possession of a valid California Driver's License at time of appointment.

APPROVED: _____
Director of Personnel

DATE: _____

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